

Manual of Policies and Procedures
COMMUNITY CARE LICENSING DIVISION

**ADULT DAY SUPPORT
CENTER**

Title 22
Division 6
Chapter 3.5



STATE OF CALIFORNIA
Arnold Schwarzenegger, Governor
HEALTH AND HUMAN SERVICES AGENCY
S. Kimberly Belshé, Secretary
DEPARTMENT OF SOCIAL SERVICES
Cliff Allenby, Interim Director

Distributed Under the Library Distribution Act
January, 2007

This page is intentionally left blank.

ADULT DAY SUPPORT CENTER

TABLE OF CONTENTS

TITLE 22, DIVISION 6

CHAPTER 3.5 ADULT DAY SUPPORT CENTER

Article 1. General Requirements

	Section
Repealed by Manual Letter No. CCL-07-03, effective 1/12/07	82500
Renumbered and repealed by Manual Letter No. CCL-07-03, effective 1/12/07	82501

Article 2. Licensing (Reserved)

Repealed by Manual Letter No. CCL-07-03, effective 1/12/07	
--	--

Article 3. Application Procedures

Renumbered to Section 82022 by Manual Letter No. CCL-07-03, effective 1/12/07	82522
---	-------

Article 4. Administrative Actions (Reserved)

Repealed by Manual Letter No. CCL-07-03, effective 1/12/07	
--	--

Article 5. Civil Penalties (Reserved)

Repealed by Manual Letter No. CCL-07-03, effective 1/12/07	
--	--

Article 6. Continuing Requirements

Renumbered and repealed by Manual Letter No. CCL-07-03, effective 1/12/07	82564
Renumbered and repealed by Manual Letter No. CCL-07-03, effective 1/12/07	82565
Renumbered and repealed by Manual Letter No. CCL-07-03, effective 1/12/07	82565.1
Renumbered and repealed by Manual Letter No. CCL-07-03, effective 1/12/07	82565.5
Renumbered and repealed by Manual Letter No. CCL-07-03, effective 1/12/07	82568.2
Renumbered and repealed by Manual Letter No. CCL-07-03, effective 1/12/07	82568.3
Renumbered to Section 82068.5 by Manual Letter No. CCL-07-03, effective 1/12/07	82568.5
Renumbered to Section 82070 by Manual Letter No. CCL-07-03, effective 1/12/07	82570
Renumbered and repealed by Manual Letter No. CCL-07-03, effective 1/12/07	82575
Repealed by Manual Letter No. CCL-07-03, effective 1/12/07	82575.1
Repealed by Manual Letter No. CCL-07-03, effective 1/12/07	82576
Renumbered to Section 82077 by Manual Letter No. CCL-07-03, effective 1/12/07	82577
Renumbered and repealed by Manual Letter No. CCL-07-03, effective 1/12/07	82579

TABLE OF CONTENTS (Continued)

Article 7. Physical Environment

	Section
Renumbered and repealed by Manual Letter No. CCL-07-03, effective 1/12/07	82587
Renumbered to Section 82087.2 by Manual Letter No. CCL-07-03, effective 1/12/07	82587.2
Renumbered to Section 82087.3 by Manual Letter No. CCL-07-03, effective 1/12/07	82587.3
Repealed by Manual Letter No. CCL-07-03, effective 1/12/07	82587.4
Renumbered and repealed by Manual Letter No. CCL-07-03, effective 1/12/07	82588
Renumbered to Section 82088.2 by Manual Letter No. CCL-07-03, effective 1/12/07	82588.2

ADULT DAY SUPPORT CENTER

This Users' Manual is issued as an operational tool.

- a) Regulations adopted by the California Department of Social Services (CDSS) for the governance of its agents, licensees, and/or beneficiaries
- b) Regulations adopted by other State Department affecting CDSS programs
- c) Statutes from appropriate Codes which govern CDSS programs
- d) Court decisions and
- e) Operational standards by which CDSS staff will evaluate performance within CDSS programs.

Regulations of CDSS are printed in gothic type as is this sentence.

Handbook material, which includes reprinted statutory material, other department's regulations and examples, is separated from the regulations by double lines and phrases "**HANDBOOK BEGINS HERE**", "**HANDBOOK CONTINUES**", and "**HANDBOOK ENDS HERE**" in bold print. Please note that both other departments' regulations and statutes are mandatory, not optional.

In addition, please note that as a result of the change to a new computer system revised language in all subsequent community care licensing manual letters will now be identified by a vertical line in the left margin.

Questions relative to this Users' Manual should be directed to your usual program policy office.

This page is intentionally left blank.

CHAPTER 3.5 ADULT DAY SUPPORT CENTER**Article 1. General Requirements****82500 GENERAL****82500**

- | (a) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07.

NOTE: Authority cited: Section 1530, Health and Safety Code. Reference: Sections 1501, 1502.2, and 1531, Health and Safety Code.

82501 DEFINITIONS**82501**

- | (a) (1) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07.
- | (A) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07.
- | (B) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07.
- | (C) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07.
- | (2) Renumbered to Section 82001(a)(7) by Manual Letter No. CCL-07-03, effective 1/12/07.
- | (b) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07.
- | (c) (1) Renumbered to Section 82001(c)(4) by Manual Letter No. CCL-07-03, effective 1/12/07.
- | (2) Renumbered to Section 82001(c)(11) by Manual Letter No. CCL-07-03, effective 1/12/07.
- | (d) (1) Renumbered to Section 82001(d)(6) by Manual Letter No. CCL-07-03, effective 1/12/07.
- | (e) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07.
- | (f) (1) Renumbered to Section 82001(f)(2) by Manual Letter No. CCL-07-03, effective 1/12/07.
- | (2) et seq. Renumbered to Section 82001(f)(3) by Manual Letter No. CCL-07-03, effective 1/12/07.
- | (g) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07.
- | (h) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07.

82501 DEFINITIONS (Continued)**82501**

- | (i) (1) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07.
- | (j) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07.
- | (k) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07.
- | (l) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07.
- | (m) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07.
- | (n) (1) Renumbered to Section 82001(n)(1) by Manual Letter No. CCL-07-03, effective 1/12/07.
- | (o) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07.
- | (p) (1) Renumbered to Section 82001(p)(1) by Manual Letter No. CCL-07-03, effective 1/12/07.
- | (q) through (z) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07.

NOTE: Authority cited: Section 1530, Health and Safety Code. Reference: Sections 1501, 1502.2, 1507, and 1531, Health and Safety Code.

Article 2. Licensing (Reserved)

Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

Article 3. Application Procedures

Article Title repealed by Manual Letter No. CCL-07-03, effective 1/12/07

82522 PLAN OF OPERATION**82522**

Renumbered to Section 82022 by Manual Letter No. CCL-07-03, effective 1/12/07

NOTE: Authority cited: Section 1530, Health and Safety Code. Reference: Sections 1501, 1502.2, 1520, and 1531, Health and Safety Code.

Article 4. Administrative Actions (Reserved)

Article Title repealed by Manual Letter No. CCL-07-03, effective 1/12/07

Article 5. Civil Penalties (Reserved)

Article Title repealed by Manual Letter No. CCL-07-03, effective 1/12/07

Article 6. Continuing Requirements

Article Title repealed by Manual Letter No. CCL-07-03, effective 1/12/07

82564 ADMINISTRATOR - QUALIFICATIONS AND DUTIES**82564**

(a) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

(b) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

(1) Renumbered to Section 82064(h) et seq. by Manual Letter No. CCL-07-03, effective 1/12/07

(2) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

(c) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

(1) Renumbered to Section 82064(i) by Manual Letter No. CCL-07-03, effective 1/12/07

(2) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

82564 ADMINISTRATOR - QUALIFICATIONS AND DUTIES (Continued)**82564**

- (d) et seq. Renumbered to Sections 82064(a)(1) and (2) et seq. by Manual Letter No. CCL-07-03, effective 1/12/07
- (e) Renumbered to Section 82064(b) by Manual Letter No. CCL-07-03, effective 1/12/07
- (f) and (f)(1) through (4) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07
- (f)(5) through (8) Renumbered to Sections 82064(c)(11) through (14) respectively by Manual Letter No. CCL-07-03, effective 1/12/07
- (f)(9) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07
- (f)(10) and (11) et seq. Renumbered to Sections 82064(c)(15) and (16) et seq., respectively by Manual Letter No. CCL-07-03, effective 1/12/07

NOTE: Authority cited: Section 1530, Health and Safety Code. Reference: Sections 1501, 1502.2, 1531, and 1562, Health and Safety Code.

82565 PERSONNEL REQUIREMENTS**82565**

- (a) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07
- (b) Renumbered to Section 82065(o) by Manual Letter No. CCL-07-03, effective 1/12/07
- (c) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

NOTE: Authority cited: Section 1530, Health and Safety Code. Reference: Sections 1501, 1502.2, 1531, and 1562, Health and Safety Code.

82565.1 PERSONNEL QUALIFICATIONS AND DUTIES**82565.1**

- (a) Renumbered to Section 82065.1(d) by Manual Letter No. CCL-07-03, effective 1/12/07
 - (1) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07
 - (2) Renumbered to Section 82064(d) by Manual Letter No. CCL-07-03, effective 1/12/07
 - (3) Renumbered to Section 82064(d)(1) by Manual Letter No. CCL-07-03, effective 1/12/07
 - (A) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

82565.1 PERSONNEL QUALIFICATIONS AND DUTIES
(Continued)**82565.1**

| (b) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

| (c) through (c)(3) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

| (A) Renumbered to Section 82065.1(c) by Manual Letter No. CCL-07-03, effective 1/12/07

NOTE: Authority cited: Section 1530, Health and Safety Code. Reference: Sections 1501, 1502.2, 1531, and 1562, Health and Safety Code.

82565.5 STAFF PARTICIPANT RATIO**82565.5**

| (a) Renumbered to Section 82065.5(b) by Manual Letter No. CCL-07-03, effective 1/12/07

| (b) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

| (c) Renumbered to Section 82065.5(b)(1) by Manual Letter No. CCL-07-03, effective 1/12/07

NOTE: Authority cited: Section 1530, Health and Safety Code. Reference: Sections 1501, 1502.2, 1507, 1531, and 1562, Health and Safety Code.

82568.2 NEEDS AND SERVICES PLAN**82568.2**

| (a) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

| (b) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

| (1) Renumbered to Section 82068.2(f)(1)(E) by Manual Letter No. CCL-07-03, effective 1/12/07

| (2) Renumbered to Section 82068.2(f)(1)(F) by Manual Letter No. CCL-07-03, effective 1/12/07

| (3) Renumbered to Section 82068.2(f)(2) by Manual Letter No. CCL-07-03, effective 1/12/07

| (4) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

| (5) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

| (6) Renumbered to Section 82068.2(f)(3) by Manual Letter No. CCL-07-03, effective 1/12/07

82568.2 NEEDS AND SERVICES PLAN
(Continued)**82568.2**

(7) Renumbered to Section 82068.2(f)(4) by Manual Letter No. CCL-07-03, effective 1/12/07

(A) through (D) Renumbered to Sections 82068.2(f)(4)(A) through (D), respectively, by Manual Letter No. CCL-07-03, effective 1/12/07

(E) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

(c) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

(d) et seq. Renumbered to Section 82068.2(g) et seq. by Manual Letter No. CCL-07-03, effective 1/12/07

NOTE: Authority cited: Section 1530, Health and Safety Code. Reference: Sections 1501, 1502.2, 1507, and 1531, Health and Safety Code.

82568.3 MODIFICATIONS TO THE NEEDS AND SERVICES PLAN**82568.3**

(a) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

(b) Renumbered to Section 82068.3(a)(1) by Manual Letter No. CCL-07-03, effective 1/12/07

NOTE: Authority cited: Section 1530, Health and Safety Code. Reference: Sections 1501, 1502.2, 1507, and 1531, Health and Safety Code.

82568.5 PROCEDURES FOR DISCHARGE**82568.5**

Renumbered to Section 82068.5 by Manual Letter No. CCL-07-03, effective 1/12/07

NOTE: Authority cited: Section 1530, Health and Safety Code. Reference: Sections 1501, 1502.2, and 1531, Health and Safety Code.

82570 PARTICIPANT'S RECORDS**82570**

Renumbered to Section 82070 by Manual Letter No. CCL-07-03, effective 1/12/07

NOTE: Authority cited: Section 1530, Health and Safety Code. Reference: Sections 1501, 1502.2, and 1531, Health and Safety Code.

82575	HEALTH-RELATED SERVICES	82575
--------------	--------------------------------	--------------

- | (a) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07
- | (b) Renumbered to Section 82075(n) by Manual Letter No. CCL-07-03, effective 1/12/07
- | (c) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07
- | (d) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07
- | (e) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07
- | (f) Renumbered to Section 82075(f)(1) by Manual Letter No. CCL-07-03, effective 1/12/07
- | (g) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

NOTE: Authority cited: Section 1530, Health and Safety Code. Reference: Sections 1501, 1502.2, 1507, and 1531, Health and Safety Code.

82575.1	DAILY INSPECTIONS FOR ILLNESS	82575.1
----------------	--------------------------------------	----------------

- | Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

NOTE: Authority cited: Section 1530, Health and Safety Code. Reference: Sections 1501, 1502.2, 1507, and 1531, Health and Safety Code.

82576	FOOD SERVICES	82576
--------------	----------------------	--------------

- | Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

NOTE: Authority cited: Section 1530, Health and Safety Code. Reference: Sections 1501, 1502.2, and 1531, Health and Safety Code.

82577	PERSONAL SERVICES	82577
--------------	--------------------------	--------------

- | Renumbered to Section 82077 by Manual Letter No. CCL-07-03, effective 1/12/07

NOTE: Authority cited: Section 1530, Health and Safety Code. Reference: Sections 1501, 1502.2, and 1531, Health and Safety Code.

82579	ACTIVITIES	82579
--------------	-------------------	--------------

| (a) et seq. Renumbered to Section 82079 et seq. by Manual Letter No. CCL-07-03, effective 1/12/07

| (b) Renumbered to Section 82079(e)(3) by Manual Letter No. CCL-07-03, effective 1/12/07

| (c) through (g) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

NOTE: Authority cited: Section 1530, Health and Safety Code. Reference: Sections 1501, 1502.2, 1507, and 1531, Health and Safety Code.

Article 7. Physical Environment

| Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

82587	BUILDINGS AND GROUNDS	82587
--------------	------------------------------	--------------

| (a) through (d) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

| (e) Renumbered to Section 82087(j) by Manual Letter No. CCL-07-03, effective 1/12/07

NOTE: Authority cited: Section 1530, Health and Safety Code. Reference: Sections 1501, 1502.2, and 1531, Health and Safety Code.

82587.2	OUTDOOR ACTIVITY SPACE	82587.2
----------------	-------------------------------	----------------

| Renumbered to Section 82087.2 et seq. by Manual Letter No. CCL-07-03, effective 1/12/07

NOTE: Authority cited: Section 1530, Health and Safety Code. Reference: Sections 1501, 1502.2, and 1531, Health and Safety Code.

82587.3	INDOOR ACTIVITY SPACE	82587.3
----------------	------------------------------	----------------

| (a) Renumbered to Section 82087.3(a) by Manual Letter No. CCL-07-03, effective 1/12/07

| (b) et seq. Renumbered to Section 82087.3(b) et seq. by Manual Letter No. CCL-07-03, effective 1/12/07

NOTE: Authority cited: Section 1530, Health and Safety Code. Reference: Sections 1501, 1502.2, and 1531, Health and Safety Code.

82587.4	STORAGE SPACE	82587.4
----------------	----------------------	----------------

| Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

NOTE: Authority cited: Section 1530, Health and Safety Code. Reference: Sections 1501, 1502.2, and 1531, Health and Safety Code.

82588	FIXTURES, FURNITURE, EQUIPMENT, AND SUPPLIES	82588
--------------	---	--------------

| (a) through (c) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

| (d) Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

| (1) Renumbered to Section 82077.4(b)(11) by Manual Letter No. CCL-07-03, effective 1/12/07

| (e) Renumbered to Section 82077.4(b)(12) by Manual Letter No. CCL-07-03, effective 1/12/07

| (f) Renumbered to Section 82077.4(b)(13) by Manual Letter No. CCL-07-03, effective 1/12/07

| (g) through (i) et seq. Repealed by Manual Letter No. CCL-07-03, effective 1/12/07

NOTE: Authority cited: Section 1530, Health and Safety Code. Reference: Sections 1501, 1502.2, and 1531, Health and Safety Code.

82588.2	DRINKING WATER	82588.2
----------------	-----------------------	----------------

| Renumbered to Section 82088 by Manual Letter No. CCL-07-03, effective 1/12/07

NOTE: Authority cited: Section 1530, Health and Safety Code. Reference: Sections 1501, 1502.2, and 1531, Health and Safety Code.

This page is intentionally left blank.